



Communications and Marketing Manager

Real Art Ways, a dynamic, innovative and hard-working arts organization, seeks a Communications and Marketing Manager to play a key role on our team. Our ideal candidate will possess excellent oral and written communication skills with a keen eye for detail and appreciation for Real Art Ways' work. This is a full-time position with benefits and salary range of \$45,000 - \$55,000.

Responsibilities include:

Relationships:

- Build and maintain relationships with media sources, e.g. print, radio, social media, tv, blogs/podcasts, internet
- Build and maintain relationships with other organizations
- Maintain positive relationships with webmaster, graphic designers, photographers, printers, etc.

Writing and Images:

- Create, draft and edit press releases, website text, brochures, internal communications, social media postings, and other presentation materials
- Produce Real Art Ways' eNews
- Post on social media
- Participate in digital fundraising and engagement campaigns – across email, website, and social media - throughout the year

Overall

- Monitor and manage Real Art Ways' brand
- Manage one p/t communications coordinator
- Work with colleagues to build audiences and support for Real Art Ways' programming

Qualifications Include:

- A minimum of 3 years in marketing and communications.
- You've got to be a good writer.
- You've got to know how to use the phone, comfortably and fluently.
- Positive attitude and demonstrated work ethic.
- Enthusiasm for Real Art Ways' work
- Creativity and curiosity
- Passion about making a positive community impact
- Ability to work independently and with others in a fast-paced, shifting environment
- Comfort giving and receiving direct feedback
- High standards for quality and detail
- Active contributor to a positive and thoughtful work environment
- Sense of humor a plus!
- Available evenings and weekends during events as necessary
- Knowledge of Adobe Creative Suite
- Fluency with Facebook, Twitter, Instagram, and YouTube

If this sounds like an interesting opportunity and you want to be a part of our team - we want to hear from you!

Please email cover letter and resume, in a single PDF to thaggertywenz@realartways.org. Subject line: Communications and Marketing Manager.

Real Art Ways provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, or disability.

